Turtle Mountain Community College
Regular Board of Directors Meeting
May 18, 2010
5:00 p.m.

OFFICIAL MINUTES

Board of Directors Present: Ron Peltier, Dr. Leigh Jeanotte, Barbara Poitra, Robert Lattergrass.

Board of Directors absent: none

Board of Trustees Present: James Lindgren, Yvonne St. Claire, Dwight Trottier, Coreena Patnaude, Donna Azure.

Board of Trustees absent: Theresa Rivard, John Frederick, David Brien, Troy DeCoteau, Janice Azure.

TMCC Employees: Jackie De Los Santos, Dr. Leonard Dauphinais, Dr. Bill Gourneau, Kathe Zaste, Larry Henry, Sheila Trottier, Wanda Laducer, Dennis Bercier, Rhonda Gustafson.

TMCC Employee Absent: Dr. Jim Davis due to previously scheduled meetings in Washington, DC.

Others Present: none

I. Call to Order: Chairman Peltier called the meeting to order at 5:04 p.m.

James Lindgren is a voting member.

II. Roll Call: Jackie De Los Santos Performed Roll Call.

III. Approval of Agenda: Chairman Peltier asked for the motion to approve the agenda. There were no changes. Robert Lattergrass made this motion, seconded by James Lindgren. All were in favor. Motion carried.

IV. Approval of Minutes: Chairman Peltier asked for the motion to approve the April 26th, 2010, minutes. The following change was necessary: line 106: s/b chance, not change. Barbara Poitra made the motion to approve the minutes with the correction, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.

Chairman Peltier asked for the motion to approve the May 13th, 2010 minutes. No changes were necessary. Barbara Poitra made this motion, seconded by James Lindgren. All were in favor. Motion carried.

V. Old Business

a. Bonus PO's by Dr. Leonard Dauphinais: This item is tabled.
b. Fiscal Policies by Dr. Leonard Dauphinais: This item is tabled.

c. Trading Post by Dennis Bercier: The bid opening is still over budget by $11,824. It was requested for Keplin’s Construction and Jiran Architects to reduce their bid. Each did reduce, but the bids were still $3824 over the budget. TMCC already has a $17,367 commitment and would need to also take on the $3824. Discussion held. Dennis Bercier was directed by the board to check with Dr. Davis to determine if he has any information that is supposed to be sent to the USDA. A lengthy discussion was held on proceeding or discontinuing the project. P2P has already rescinded the money which they donated for the project due to the time period, so TMCC would need to also take on the additional $42,000.

The board has requested to have this brought back to the June 14th, 2010 policy meeting. Robert Lattergrass made the motion that a firm plan of action and timelines with all responsibilities for money in reference to the Trading Post need to be presented to the Board, with a recommendation by the Administrative Council by the June 14th, 2010 Personnel Policy review meeting. Administrative Council should review. Barbara Poitra seconded this motion. All were in favor. Motion carried. Dennis Bercier was directed to attend the Administrative Council meeting and speak with them.

d. Organizational Chart presented by Dr. Bill Gourneau: This item is tabled.

e. Vice President Position presented by Dr. Bill Gourneau: This item is tabled. The board inquired about the application process being started. Robert Lattergrass made the motion to have the Vice President top three candidates brought to the June 14th, 2010 policy meeting and have Administrative Council involved in the recommendations. Barbara Poitra seconded this motion. All were in favor. Motion carried.

VI. New Business

1. Presidents Report by Dr. Jim Davis; reported by Dr. Bill Gourneau: See Appendix A. Bill informed the board that meetings with Tom Disselhorst have been scheduled for May 22nd, 2010 for the Board of Trustees and May 25th, 2010 for the Board of Directors. The Board of Directors requested to reschedule for May 229th, 2010 at 9:00 a.m. and the Board of Trustees are okay with their scheduled time.

Training with Randy Smith in reference to the HLC is recommended to be scheduled on June 2nd or June 23rd. The board has requested for the following week. June 25th or June 28th. Dr. Bill Gourneau will present to Dr. Davis.

a. Travel Requests: See Appendix B for the monthly travel report. Barbara Poitra is requesting to know what projects Dr. Davis met on while on his trip to Shakopee. Place on the next agenda: Shakopee Tribe Travel.

Wanda Laducer requested to provide her report at this time.

2. Student Services Report by Wanda Laducer
b. **Report:** There were 132 graduates this year. Summer registration is Friday, May 21\textsuperscript{st}, 2010 and classes will begin on Monday, May 24\textsuperscript{th}, 2010. Summer semester is 8 weeks and Pell will be offered for summer. We now have year round Pell.

Wanda exits at 5:47 p.m.

3. **Comptrollers Report by Dr. Leonard Dauphinais:**

c. **PO's:**
   1) No PO's at this time.

d. **Other:** Dr. Dauphinais is requesting two emergency hires. They are as follows:

- Jeff Grant for 120 days. The employment period will be from April 19\textsuperscript{th}, 2010 through November 1\textsuperscript{st}, 2010. Barbara Poitra made the motion to hire Jeff for a 120 day emergency contract, seconded by Robert Lattergrass. All were in favor. Motion carried.
- Ann Counts for the summer. The employment period will be from June 1\textsuperscript{st}, 2010 through August 3\textsuperscript{rd}, 2010. This is an extension of her current contract; she currently only works part-time and is also a student. Barbara Poitra made the motion to approve this extension, seconded by James Lindgren. All were in favor. Motion carried.

Leonard exits at 5:51

4. **Human Resources Report by Dr. Bill Gourneau:**

c. **New Hires:**

1. Medical Lab Technician Director—(Half time position) Wayne Olson was the recommendation for the position. Chairman Peltier asked for the motion to concur with the committee's recommendation. Barbara Poitra made this motion, seconded by Robert Lattergrass. All were in favor. Motion carried.

2. Graphic Designer Assistant—Jessica Laducer was the recommendation for the position. Chairman Peltier asked for the motion to concur with the committee’s recommendation. Barbara Poitra made this motion, seconded by James Lindgren. All were in favor. Motion carried.

3. Academic Readiness Director—Arlyn Vivier was the recommendation for the position. Chairman Peltier asked for the motion to concur with the committee’s recommendation. Barbara Poitra made this motion, seconded by Robert Lattergrass. All were in favor. Motion carried.

f. **Other:** Bill reported the policy changes have been updated and were forwarded to Jackie. Jackie will send out the updated policy.

5. **Academic Dean Report by Larry Henry:**

g. **Report:** Larry met with the faculty on Monday on assessment. Will be meeting with department heads this week. We are getting ready for the summer semester.
VII. Other Business

a. Student Senate: Coreena Patnaude is temporarily appointed to attend meetings.

The Health Cluster building is going well. The picking of paint colors and upholstery should be at the end of this month.

The board would like to have some type of direction for the by-laws meeting. The policies should be reviewed prior to the meeting and inform Tom Disselhorst of any conflicts or recommended changes.

The parking lot expansion project had an addendum change. The bid opening will be on May 25th, 2010.

VIII. Next meeting: June 14th, 2010 at 9:00 a.m.; TMCC Board Room (Personnel Policy Review)
June 26th, 2010 at 9:00 a.m.; TMCC Board Room (Quarterly Meeting)

IX. Adjournment: Chairman Peltier asked for the motion to adjourn. Robert Lattergrass made this motion, seconded by Barbara Poitra. All were in favor. Motion carried. Meeting adjourned at 6:02 p.m.

Ronald Peltier, Chairman

Jaclyn De Los Santos, Board Secretary